

**Staff
Summary
Report**



To: Mayor & City Council
Through: City Manager

Agenda Item Number 49
Meeting Date 12/14/00

SUBJECT: Award of Sole Source #01-054 -- Web Dimension Software

PREPARED BY: Donna Littrell, CPPB, Procurement Officer (480-350-8516)

REVIEWED BY: Ron Gautheir, CPPO, Central Services Manager (480-350-8405)

BRIEF: Request to award a sole source purchase of conversion software.

COMMENTS: **Purchases (1004-01)** Request to award a sole source purchase of conversion software for the Tempe Municipal Court to Web Dimension in the amount of \$30,030.

Document Name: (20001214fsdl05) Supporting Documents: Yes

SUMMARY: **Historical background**

The Tempe Municipal Court, in conjunction with the Information Technology Division has been reviewing software for a new court case management system. After an extensive 18-month search, no software has been found that is as good as the current system at the Court. A decision was made to enhance the current system to allow for a single point of entry for all court cases. The Court currently uses multiple systems in this process. An evaluation team researched and tested various software systems that could provide the necessary conversion software for the Court's application.

Evaluation Process

The evaluation team determined that Web Dimension by Minisoft is the only product that provides all the necessary functionality needed for conversion. This product is the only product that can offer both the ability to run directly on the new Hewlett Packard e3000 server and uses the Internet programming language of Java. The Java capability will allow the Court to easily access the Internet with its current application, leveraging the built-in Java connectivity of the e3000 server. The Web Dimension product provides all the necessary ingredients to allow a smooth conversion, while taking advantage of the Internet capabilities with no client server layer or third party intervention.

FISCAL NOTE: Funds have been appropriated in 4710-6675

RECOMMENDATION: It is recommended that the City Council award the purchase of Web Dimension software by Minisoft in the amount of \$30,030.

Approved by:

Donna Littrell
Procurement Officer

Louraine Arkfeld
Presiding Judge

Gene Obis
Information Technology Manager

Memorandum

TO: Ron Gauthier, CPPO
Central Services Manager

FM: Louraine Arkfeld 11/21/00
Name of Department Head (Director/Chief) Date

Municipal Court
Name of Department

SUBJECT: Sole Source Determination

As Head of the City Department for which the needed item(s) will be purchased, I have made a determination that only one (1) reasonable and practicable source exists to supply the required material. As such, I am authorizing the City Procurement Office to work with my Department to negotiate an acceptable contract with:

MiniSoft Corporation

Name of Supplier

Description of Item(s) to be purchased:
Software developer and user licenses.
Java database connectivity driver

Refer to Requisition No. 9889, dated 11-30-00 which has been transmitted to the City Procurement Office to initiate this Sole Source purchase.

My (customer) department contact for this purchase is Ron Smith
at Ext. 8464.

My Sole Source determination is based upon extensive research conducted by my department as to possible suppliers for this need and a written justification is attached for City Procurement Office records.

As related to this purchase, there are no conflicts of interest, legal, ethical or preference issues which would compromise my (customer) department or this acquisition.

Department Head's Signature Louraine C. Arkfeld Date 11/30/00

City Procurement Ordinance 97.55, Sec. 26A-12 identifies the basis for a sole source procurement as follows:

“A purchase may be made or contract awarded by the procurement office without competition when the using department director determines in writing, after conducting a good faith review of available sources, that there is only one reasonable and practicable source for the required material or service. The using department requesting the sole source procurement shall provide written evidence to support a sole source determination. The procurement officer will participate with the using department in the conduct of negotiations, as appropriate, to price, delivery and terms. The procurement officer may require the submission of cost or pricing data in connection with a purchase or award under this section. Sole source procurement shall be avoided, except when no reasonable alternative sources exist. A record of sole source procurements shall be maintained as a public record.”
